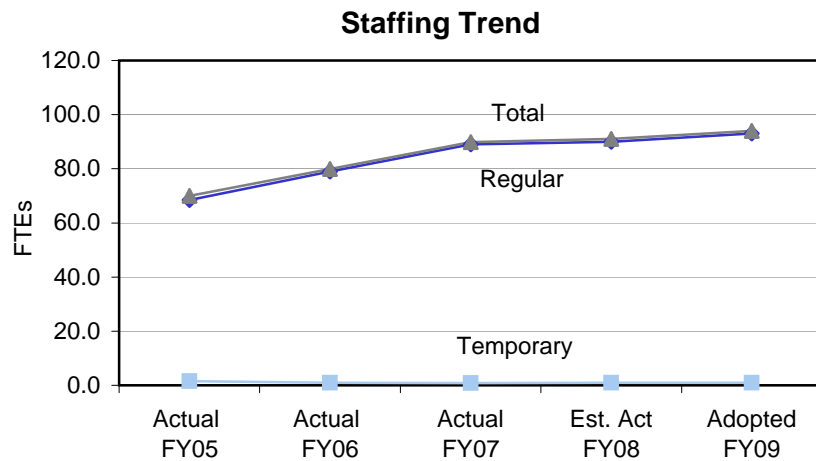
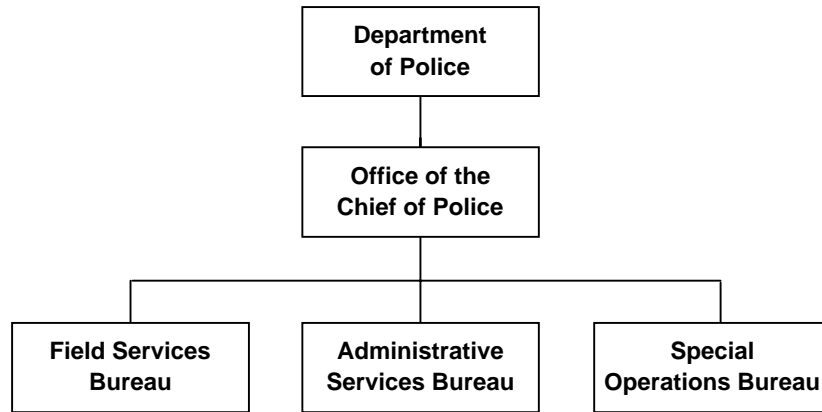


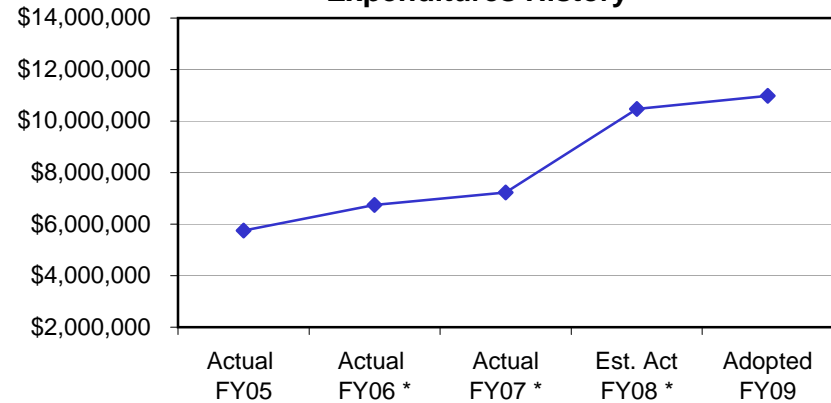
Department of Police



Department Mission Statement

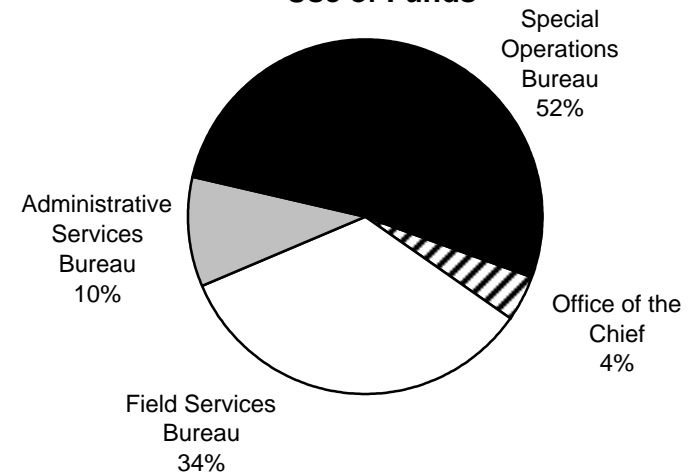
In collaboration with others, the Police Department protects and promotes community safety, ensures the safe and orderly movement of traffic, and seeks solutions to any problems that create fear or threaten the quality of life in Rockville.

Expenditures History



* The increase from FY06 through FY08 is due to the addition of the Speed Camera Program. This Program started mid-FY07 and will continue in FY09.

Use of Funds



Department of Police

Department Summary

	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Dept. Expenditures by Division				
Office of the Chief	541,176	569,520	568,270	471,563
Field Services Bureau	2,946,746	3,399,095	3,420,789	3,701,210
Admin. Services Bureau	1,076,192	1,166,908	1,175,246	1,104,352
Special Operations Bureau	2,670,863	4,320,318	5,312,078	5,702,116
Department Total	\$7,234,977	\$9,455,841	\$10,476,383	\$10,979,241
	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Dept. Expenditures by Type				
Salary and Wages	5,056,261	5,731,900	5,731,900	5,976,184
Benefits	1,263,482	1,557,500	1,557,500	1,541,040
Overtime	419,956	535,200	539,200	495,700
Personnel Sub.	\$6,739,699	\$7,824,600	\$7,828,600	\$8,012,924
Contractual Services	217,444	1,345,187	2,339,391	2,617,498
Commodities	250,899	261,054	261,044	303,819
Capital Outlays	26,935	25,000	47,348	42,000
Other	0	0	0	3,000
Operating Sub.	\$495,278	\$1,631,241	\$2,647,783	\$2,966,317
Department Total	\$7,234,977	\$9,455,841	\$10,476,383	\$10,979,241

	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Source of Dept. Funds				
Animal License	24,283	22,500	22,500	22,500
State / Federal Grants	674,788	689,400	712,400	630,000
Community Support	75,213	72,000	72,000	72,000
Confiscated Funds	20,470	9,000	9,000	9,000
Parking Meter Rev.	211,565	330,000	230,000	1,248,560
Parking Violations	335,722	386,000	460,000	460,000
Rental Licenses, Fees, Permits & Infractions	445,140	422,000	422,000	442,000
Miscellaneous Rev.	500	1,000	1,000	1,545
Redlight Camera	N/A	750,000	800,000	800,000
Speed Camera	81,991	1,684,200	4,084,200	4,800,000
Subtotal	\$1,869,672	\$4,366,100	\$6,813,100	\$8,485,605
<i>Fund Contribution</i>				
General Fund (110)	5,712,420	6,301,177	6,269,719	6,350,853
Parking Fund (320)	(371,383)	(399,648)	(373,648)	(1,369,273)
Special Activities (350)	200	0	0	0
Speed Camera (380)	24,068	(811,788)	(2,232,788)	(2,487,944)
Subtotal	\$5,365,305	\$5,089,741	\$3,663,283	\$2,493,636
Department Total	\$7,234,977	\$9,455,841	\$10,476,383	\$10,979,241
	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Staffing Summary by Division (FTEs)				
<i>Regular</i>				
Office of the Chief	5.0	5.0	5.0	4.0
Field Services Bureau	34.0	35.0	35.0	39.0
Admin. Services Bureau	10.5	10.5	10.5	10.0
Special Operations Bureau	39.5	39.5	39.5	40.0
Regular Subtotal	89.0	90.0	90.0	93.0
<i>Temporary</i>				
Admin. Services Bureau	0.8	1.0	1.0	1.0
Temporary Subtotal	0.8	1.0	1.0	1.0
Department Total	89.8	91.0	91.0	94.0

Department of Police

Department Summary

Department Overview:

The Police Department protects and promotes community safety. It is charged with the responsibilities of preserving the peace, protecting life and property, ensuring the safe and orderly movement of traffic, and providing the community with an overall sense of security.

The Police Department is divided into four divisions to accomplish our overall purpose and mission statement.

Office of the Chief of Police: Consists of four personnel assigned to two cost centers:

- Management and Support (Chief of Police, Victim Advocate, Administrative Assistant)
- Community Services Office (Community Service Officer)

This work unit oversees and directs the Police Department and provides specific community outreach programs to the public (Citizens Police Academies, Beacon of Safety Program, National Night Out, Crime Prevention Through Environmental Design (CPTED) reviews, etc.).

Field Services Bureau: Consists of 39 personnel assigned to two cost centers:

- Management and Support (Police Captain, Police Lieutenant, Crime Analyst)
- Patrol teams (5 Sergeants and 31 Police Officers/Corporals)

This work unit is the foundation for the Police Department. The men and women assigned to field services provide the visible marked police vehicle patrols of the City, respond to calls for service, and provide primary response and preliminary investigation for police events occurring within the City. The crime analyst collects, analyzes and disseminates crime analysis information. The Accreditation Manager ensures that the Police Department maintains its national accreditation status by conforming to the applicable professional standards of operation and behavior.

Administrative Services Bureau: Consists of 10 personnel assigned to two cost centers:

- Management and Support (Administrative Services Bureau Commander, Equipment and Budget Coordinator, 2 part-time Secretaries, temporary civilian service aides)

- Public Safety Communications Dispatch and Property/Evidence Function (Police Communications Supervisor, six Public Safety Communications Dispatchers)

This work unit is composed of civilian personnel who provide administrative support. They provide the communication network for the police officers, act as the 24-hour a day/seven days a week department receptionists for the public, monitor security alarms at all city facilities, handle the safe custody and control of all property and evidence, keep all records, oversee the administration of the budget monies, and develops plans of action for homeland security and emergency preparedness.

Special Operations Bureau: Consists of 40 personnel assigned to six cost centers:

- Management and Support (Police Captain, Police Lieutenant, Supervisor of Community Enhancement/Code Enforcement)
- Neighborhood Services (Secretary, Records Clerk, 3 Neighborhood Services Officers)
- Parking Enforcement (6 Parking Enforcement Officers)
- Camera Enforcement Program (4 Photo Enhancement Analyst)
- Specialty Patrol/Investigations:
 - Street Crimes Team (Sergeant, 3 Officers/Corporals)
 - Directed Patrol/Town Center Unit (Sergeant, 5 Officers/Corporals)
 - Investigations Unit (Sergeant, 3 Officers/Corporals)
- Community Enhancement and Code Enforcement (5 Housing Codes Inspectors, Landlord/Tenant Specialist, Commercial Property Codes Inspector, Secretary)

This work unit operates in close collaboration with the Field Services Bureau. The Special Operations Bureau provides specialized assignment for traffic control and enforcement, follow-up investigations by investigators, a special unit of officers assigned to specific problems that may occur (e.g., series of burglaries in a specific location, illegal drug activity, etc.). Animal control and licensing, parking enforcement (specifically for parking meters and parking permit areas), and oversight of the red light camera and photo speed enforcement program, community enhancement and code enforcement are all responsibilities of this bureau.

Department of Police

Significant Changes:

Adopted FY08 to Estimated Actual FY08

The Police department is undergoing a changing of the guard. Three long term senior police officials recently retired. The department has promoted some very capable and talented individuals into senior official positions, including two new Bureau commanders and two watch commanders. With new individuals now in charge of budgeting, accreditation, homeland security, and overall bureau staff management, the department is undergoing a generational change that will be exciting and challenging at the same time.

Estimated Actual FY08 to Adopted FY09

For the FY09 budget, the Police Department added a total of three new positions. One new Dispatcher was added to support the workload increases associated with the expanding police operations. This position will provide adequate work rotations without the use of overtime or undue impact on routine communications center operations due to staffing.

Two new Police Officers were added to the Directed Patrol Unit in the Special Operations Division and are fully funded from the Speed Camera Fund. These Officers will enable the department to enhance the overall Citywide effort to enforce traffic laws, target speeders, and work on pedestrian safety issues.

We anticipate a continued positive learning curve over the next year, while at the same time, we will be faced with a second wave of retirements that will impact the Department. The second wave will impact mid-management supervisory position in the sworn ranks, and the senior management position in the Code Enforcement Unit.

We anticipate an expansion of the photo speed camera program, with several new mobile site locations and at least one new fixed site location going on line.

Future focus will concentrate on:

- Ensuring that a high level of visibility and security is maintained throughout the community.
- Focusing the located resources on activities and initiatives that will have the highest impact.
- Striving to hire personnel who reflect the diversity of our customer base.
- Helping to preserve property values through proactive property maintenance enforcement.
- Continue to maximize city police involvement in regional planning efforts for emergency preparedness and disaster planning.
- Continue to find ways to engage the community so residents may play a meaningful role in the problem solving and policing of their community.

Department History:

	Actual FY06	Actual FY07	Est. Act. FY08	Estimate FY09
Number of citizen service requests (CSRs) received and responded to	205*	164	179	180
Percent of employee performance evaluations completed before their anniversary date	100%	92%	92%	100%
Turnover rate	6.4%	4.7%	6.1%	5.0%
Lost time	4.0%	4.8%	6.5%	5.0%

* Starting in FY06, the Community Enhancement and Code Enforcement unit CSR's were added to the Police Department totals.

Police Department Strategic Objectives:

The work plan for the City of Rockville is defined by the Mayor and Council's ten-year vision for Rockville, along with short-term priorities that the City staff strives to achieve in partnership with the Mayor and Council and Rockville residents. The Police Department's strategic objectives focus on this work plan as part of the unified effort to attain these goals.

A Cultural Destination

Police Department Strategic Objectives:

- Maintain a high level of visibility and security throughout the community
- Continue to provide a wide variety of community outreach programs to assist residents such as the Beacon of Safety program, National Night Out, crime prevention through environmental design program, citizen police academies, and school programs and presentations
- Continue to strive for cultural and ethnic diversity within the Police Department organizational structure

Distinct Neighborhoods, One City

Police Department Strategic Objectives:

- Continue to address property maintenance issues through the Code Enforcement and Community Enhancement unit of the Police Department, with particular emphasis on identification and licensing of rental homes

Department of Police

- Continue to assist in the development and implementation of a pedestrian safety action plan to promote community safety, protection of life and property, and regulation of safe and efficient vehicle and pedestrian traffic
- Enhance the Police Department's patrol plans that address the continuing growing service needs of the City, with particular emphasis on Town Center, King Farm, Twinbrook and Fallsgrove communities

Community Engagement 🏠

Police Department Strategic Objectives:

- Continue to provide for a comprehensive public safety communication strategy, including but not limited to:
 - Reverse 911 Notification System
 - Rockville Alert Messaging System
 - Neighborhood Watch Program
 - Crime Statistic Booklets prepared for all active Homeowners and Civic Associations

Exceptional Services 🏆

The City of Rockville Police Department continues to be recognized nationally as a model practitioner of community policing, and constantly receives inquiries from across the United States about the Department's community outreach partnership programs.

The department also continues to be in full compliance with national standards of professional excellence. The Police Department was originally nationally accredited in 1994 and has been reaccredited four times. In the past year, the department has been recognized by the Governor's Council on Crime Prevention for our continuing efforts in the "Chief's Challenge" and "Click-it or Ticket" traffic safety programs and has also received the "Pacesetters" award.

In 2007, eleven members of the police department were recognized for meritorious service or valor at the 19th Annual Public Safety Services Award Program.

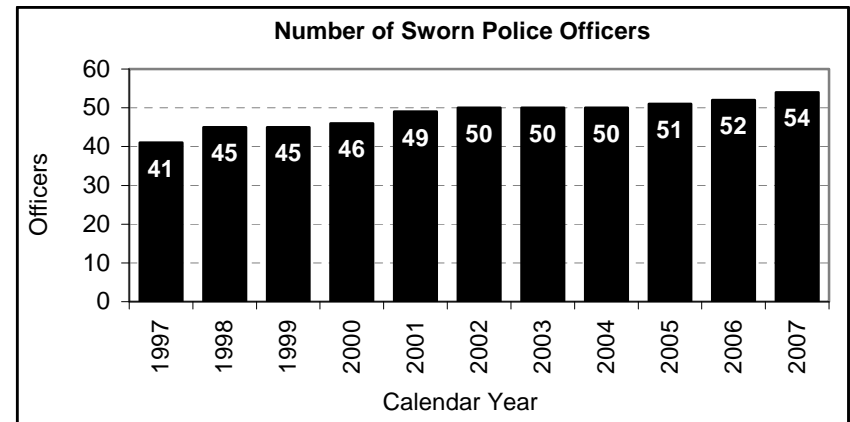
The department continues its pursuit of exceptional services through the use of modern technology to ensure the community will be afforded the highest levels of efficient and competent public safety action.

Some of the technology used is:

- Real Alert System
- Reverse 911 System
- In-car Camera System

- Mobile Data Terminals
- Mobile Communications Center Van
- Instant information to impacted communities through use of established list-serves

The department will also be adding one additional K-9 team, cross-trained to detect explosive materials, to the list of assets available to protect the community. This team will compliment the existing K-9 team that is cross-trained in narcotics detection.



Police Department's new K-9 "Boomer"



Department of Police

Division: Office of the Chief of Police

	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Division Expenditures by Cost Center				
Management and Support	453,367	470,175	468,925	357,349
Community Services Office	87,809	99,345	99,345	114,214
Division Total	\$541,176	\$569,520	\$568,270	\$471,563

	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Division Expenditures by Type				
Salary and Wages	430,010	435,000	435,000	364,763
Benefits	100,799	116,000	116,000	92,900
Overtime	0	4,800	4,800	4,800
Personnel Subtotal	\$530,809	\$555,800	\$555,800	\$462,463
Contractual Services	1,161	3,175	2,000	3,175
Commodities	9,206	10,545	10,470	5,925
Capital Outlays	0	0	0	0
Other	0	0	0	0
Operating Subtotal	\$10,367	\$13,720	\$12,470	\$9,100
Division Total	\$541,176	\$569,520	\$568,270	\$471,563

	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Source of Division Funds				
<i>Departmental Revenue</i>				
Community Support	75,213	72,000	72,000	72,000
Subtotal	\$75,213	\$72,000	\$72,000	\$72,000
<i>Fund Contribution</i>				
General Fund (110)	465,963	497,520	496,270	399,563
Subtotal	\$465,963	\$497,520	\$496,270	\$399,563
Division Total	\$541,176	\$569,520	\$568,270	\$471,563

	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Staffing Summary by Cost Center (FTEs)				
<i>Regular</i>				
Management and Support	4.0	4.0	4.0	3.0
Community Services Office	1.0	1.0	1.0	1.0
Regular Subtotal	5.0	5.0	5.0	4.0
<i>Temporary</i>				
Temporary Subtotal	0.0	0.0	0.0	0.0
Division Total	5.0	5.0	5.0	4.0

Department of Police

Division: Office of the Chief of Police

Division Purpose:

The Office of the Chief of Police oversees and directs the Police Department in the overall pursuit of promoting public health and safety, protection of property, and the protection of personal liberties. The Office ensures effective management of all levels of police services provided to the community by ensuring fiscal soundness, operational effectiveness, and strong community outreach and information sharing.

Significant Changes:

Adopted FY08 to Estimated Actual FY08

The Department maintained a strong relationship with all active civic and homeowners associations throughout the City. We continued to be strongly involved in pre-planning and training in homeland security and emergency preparedness programs.

The Photo Speed Enforcement Program was successfully implemented in this past fiscal year. With the help of a Citizen Review Committee, fifteen sites were selected throughout the community as the targeted areas for both mobile van and fixed site photo speed camera enforcement. Two fixed sites were strategically placed on two high traffic volume streets in front of two of our (Wootton and Rockville) high schools.

The Police Department, through the assistance of a Federal grant, participated in the "Safe Routes to School" program, by providing high visibility and enforcement activities at and around schools throughout the community during the time students were walking to and from school.

Estimated Actual FY08 to Adopted FY09

The Department will be initiating a city-stat internal review program. Through use of crime analysis and tracking of calls for service, the Department will be ensuring that any specific public safety trends or issues are immediately recognized, and proactive plans of action will be put into place.

The Department will be expanding the number of canine units from one to two to ensure that officers have seven-day a week access to this valuable asset.

Cost Center: Management and Support

Objectives:

- Continue to look for innovative ways to maximize efficiency and enhance delivery of service to our customers 🏠 8
- Continue to find ways to engage the community so residents may play a meaningful role in the problem solving and policing of their community 🏠
- Review police reports written by RCPD officers to determine which cases are appropriate for follow up. Contact victims of crimes in person or by mail, depending on the seriousness of the crime, provide support, and supply them with information on referrals for further follow-up services 8
- Participate in the "Every 15 Minutes" drinking and driving awareness program at Rockville High School 🏠
- Coordinate with the State's Attorney's Office on domestic violence cases. Follow up with the victims and provide any assistance required including finding alternate lodging, obtaining financial assistance, explaining the criminal justice procedures and accompanying the victim to court 8
- Provide training to sworn and non-sworn members of the police department in victim services and ways to interact with persons with mental illnesses 8

Performance Measures:

	Actual FY07	Target FY08	Est. Act. FY08	Target FY09
Maintain the percent of citizens rating crime as a moderate, major, or extreme problem in their neighborhood *	10%	Next Survey FY09	Next Survey FY09	10%
Number of victims accompanied to court by the victim advocate in for domestic violence cases	17 of 52 cases**	20 of 60 cases	20 of 60 cases	20 of 60 cases

Department of Police

	Actual FY07	Target FY08	Est. Act. FY08	Target FY09
Provide neighborhood associations with monthly/quarterly crime statistics reports	22	27	27	27
Maintain the percent of Citizen Survey respondents who feel "very safe" or "reasonably safe": *				
• Walking alone in their neighborhood during the day	93%	Next Survey FY09	Next Survey FY09	93%
• Walking alone in their neighborhood after dark	60%			60%
Maintain the percent of Citizen Survey respondents rating Rockville's crime prevention and community-oriented policing programs "very effective" or "somewhat effective" in deterring crime *	90%	Next Survey FY09	Next Survey FY09	90%
Maintain the percent of Citizen Survey respondents who "strongly agree" or "agree" that: *				
• Rockville Police are honest and can be trusted	90%	Next Survey FY09	Next Survey FY09	90%
• Rockville Police are helpful and cooperative	90%			90%

* The City conducts a citizen survey every other year. A survey was conducted in FY07 and the next survey will take place in FY09.

** Victim advocate was out on medical leave for 3 months.

Regular Positions:

Position Title	Adopted FY07	Adopted FY08	Adopted FY09
Chief of Police	1.0	1.0	1.0
Homeland Security Coordinator (Lt.)	1.0	1.0	0.0
Administrative Assistant	1.0	1.0	1.0
Crime Analyst	1.0	1.0	0.0
Victim Advocate	0.0	0.0	1.0
Cost Center Total	4.0	4.0	3.0



Supplemental Information:

The objective to maximize efficiency through innovation led the police department to purchase its first fully "green" vehicle. The parking enforcement vehicle shown above is completely electric and is suitable for various areas of the City to monitor parking issues.

Department of Police

Cost Center: Community Services Office

Objectives:

- Improve communication with neighborhood associations and business communities 🏠
- Continue public safety programs and presentations to a diverse Rockville community 🧑🏿🧑🏻🧑🏾
- Offer the Drug Abuse Resistance Education (D.A.R.E.) program to at least half of the elementary schools in Rockville 🏠

Performance Measures:

	Actual FY07	Target FY08	Est. Act. FY08	Target FY09
Organize the residential units in Town Center into Neighborhood Watch groups	0	2	2	3
Continue outreach to dormant Neighborhood Watch groups to make them active	1	3	3	3
Continue outreach efforts in the Twinbrook business community. Visit every business four times per year and hold two Business Watch meetings	50%	100%	100%	100%

Regular Positions:

Position Title	Adopted FY07	Adopted FY08	Adopted FY09
Community Services Officer	1.0	1.0	1.0
Cost Center Total	1.0	1.0	1.0

Supplemental Information:

The Rockville City Police Department is dedicated to educating young people about the possible long reaching ramifications of drinking alcohol, poor driving and the impact it has on them as well as their friends, classmates and families. "Every 15 Minutes" is a two-day program focusing on high school juniors and seniors, which challenges them to think about drinking, personal safety, driving habits and the responsibility of making mature decisions when lives are involved.



Department of Police

Division: Field Services Bureau

	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Division Expenditures by Cost Center				
Management & Support	190,079	199,495	221,189	402,146
Patrol Teams	2,756,667	3,199,600	3,199,600	3,299,064
Division Total	\$2,946,746	\$3,399,095	\$3,420,789	\$3,701,210

	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Division Expenditures by Type				
Salary and Wages	2,038,121	2,317,900	2,317,900	2,638,462
Benefits	538,908	645,000	645,000	666,040
Overtime	306,912	374,700	374,700	324,700
Personnel Subtotal	\$2,883,941	\$3,337,600	\$3,337,600	\$3,629,202
Contractual Services	0	0	0	0
Commodities	54,725	61,495	62,070	72,008
Capital Outlays	8,080	0	21,119	0
Other	0	0	0	0
Operating Subtotal	\$62,805	\$61,495	\$83,189	\$72,008
Division Total	\$2,946,746	\$3,399,095	\$3,420,789	\$3,701,210

	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Source of Division Funds				
<i>Departmental Revenue</i>				
State/Federal Grants	674,788	689,400	712,400	630,000
Confiscated Funds	20,470	9,000	9,000	9,000
Subtotal	\$695,258	\$698,400	\$721,400	\$639,000
<i>Fund Contribution</i>				
General Fund (110)	2,251,488	2,700,695	2,699,389	3,062,210
Subtotal	\$2,251,488	\$2,700,695	\$2,699,389	\$3,062,210
Division Total	\$2,946,746	\$3,399,095	\$3,420,789	\$3,701,210

	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Staffing Summary by Cost Center (FTEs)				
<i>Regular</i>				
Management & Support	1.0	1.0	1.0	3.0
Patrol Teams	33.0	34.0	34.0	36.0
Regular Subtotal	34.0	35.0	35.0	39.0
<i>Temporary</i>				
Temporary Subtotal	0.0	0.0	0.0	0.0
Division Total	34.0	35.0	35.0	39.0

Department of Police

Division: Field Services Bureau

Division Purpose:

The Field Services Bureau (FSB) preserves public order, protects lives and property, and reduces criminal activity through its proactive patrols and strict enforcement of State and City laws. The Bureau consists of police officers assigned to patrol duties, providing primary response and preliminary investigation for police events within the City.

Significant Changes:

Adopted FY08 to Estimated Actual FY08

There were no significant budgetary changes. As a result of a thorough workload assessment of the patrol teams one corporal was promoted to sergeant and the midnight shift was placed on a twelve-hour workday schedule. The additional Sergeant's position was assigned to supervise a second patrol shift on midnights. In addition there was the reassignment of K-9 officers to a patrol team. This increased the number of officers assigned to a permanent patrol team while maintaining access to the unit itself. The Crime Analyst was reassigned to FSB. Lastly, there was the reassignment of one Police Lieutenant to FSB. They will act as Deputy Bureau Commander and Patrol Watch Commander. This position will also be responsible for the accreditation program formerly housed in the Administrative Services Bureau.

Estimated Actual FY08 to Adopted FY09

The continued growth of the community will present challenges to the Field Services Bureau in maintaining the high level of visibility and mobility within the neighborhoods. The increase in calls for service normally associated with increased population and density may impact upon speed of response to non-emergency calls.

One additional K-9 position was added to Field Services. It is anticipated this unit will be fully functional by the end of FY09. In addition, the K-9 unit will be cross-trained in the detection of explosive devices.

Cost Center: Management and Support

Objectives:

- Ensure proper staffing standards are maintained while maintaining fiscal responsibility of the overtime budget 8
- Ensure that overtime funded by grants are fully reimbursed
- Increase the sharing of reported crime trends in the City and provide geographic statistics to officers and citizens groups 111
- Maintain documentation to prove compliance with accreditation standards when the Commission on Accreditation for Law Enforcement Agencies (CALEA) assessors evaluate the department every three years 8

Performance Measures:

	Actual FY07	Target FY08	Est. Act. FY08	Target FY09
Percent of regular overtime budget spent	100%	100%	100%	100%
Percent of contract overtime budget spent	100%	100%	100%	100%
Comply with the 446 national accreditation standards applicable to the department	100%	100%	100%	100%

Regular Positions:

Position Title	Adopted FY07	Adopted FY08	Adopted FY09
Bureau Commander (Captain)	1.0	1.0	1.0
Deputy Bureau Commander (LT)	0.0	0.0	1.0
Crime Analyst	0.0	0.0	1.0
Cost Center Total	1.0	1.0	3.0

Department of Police

Supplemental Information:

Accreditation is a process where state and local law enforcement agencies can voluntarily demonstrate that they comply with national standards, which are an indication of professional excellence.

The benefits of accreditation are:

- Nationwide recognition of professional excellence
- A method of executing daily agency operations under a professional format
- Continued planning, programming, and development
- Better community understanding and support
- State and local government confidence in the agency
- State of the art impartial guidelines for evaluation and change
- Proactive management and information systems to give feedback on policies and procedures
- Better coordination with neighboring agencies and various components of the criminal justice system
- Access to the latest in law enforcement practices, via interfacing with other accredited agencies
- Pride, satisfaction and confidence, in the agency and confidence that comes with success



Cost Center: Patrol Teams

Objectives:

- Be the primary responder for police events within the City
- Implement the Automated Field Reporting system in the Public Safety Communications System

Performance Measures:

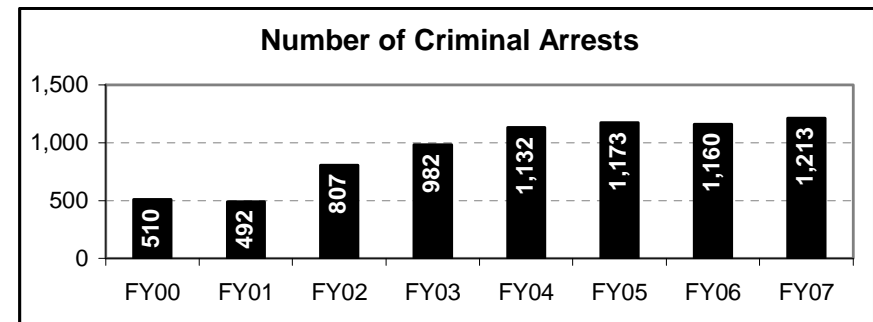
	Actual FY07	Target FY08	Est. Act. FY08	Target FY09
Maintain the number of police events in which a City Police unit is the primary unit	72%	74%	74%	74%
Percentage of officers using Automatic Fingerprint System*	100%*	100%	100%	100%

* It is anticipated the County will have this system fully functional along with eJustice.

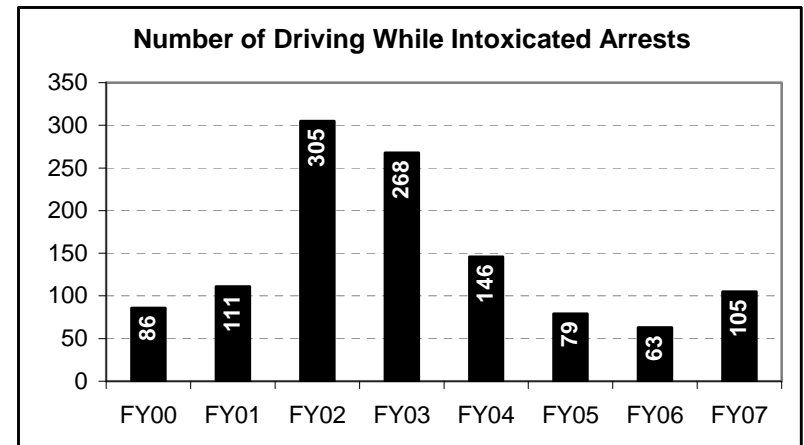
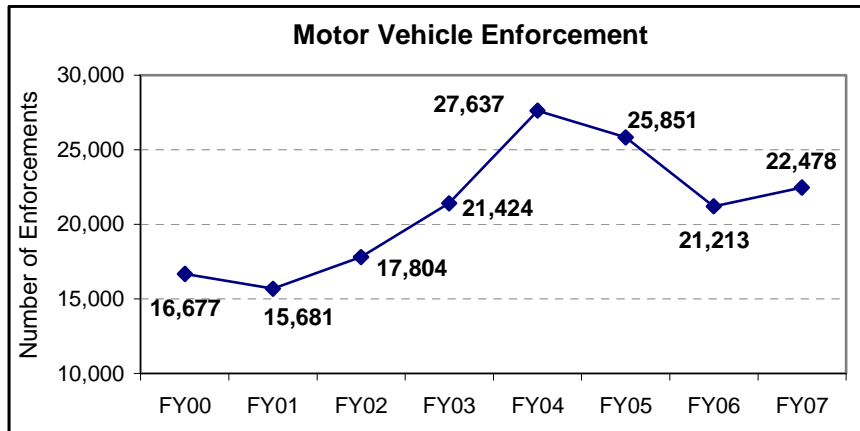
Regular Positions:

Position Title	Adopted FY07	Adopted FY08	Adopted FY09
Sergeant	5.0	5.0	5.0
Officer and Corporal	28.0	29.0	31.0
Cost Center Total	33.0	34.0	36.0

Supplemental Information:



Department of Police



Department of Police

Division: Administrative Services Bureau

	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Division Expenditures by Cost Center				
Management / Support	538,573	573,111	580,930	506,104
Public Safety				
Communications	470,673	514,587	515,816	596,703
Dispatch Property / Evidence Function				
Victim Advocate	66,246	78,210	77,500	0
Every 15 Minutes	700	1,000	1,000	1,545
Division Total	\$1,076,192	\$1,166,908	\$1,175,246	\$1,104,352

	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Division Expenditures by Type				
Salary and Wages	568,034	612,900	612,900	573,137
Benefits	159,709	177,800	177,800	154,600
Overtime	28,781	29,000	29,000	29,000
Personnel Subtotal	\$756,524	\$819,700	\$819,700	\$756,737
Contractual Services	157,053	154,239	162,058	155,154
Commodities	162,615	167,969	167,259	150,461
Capital Outlays	0	25,000	26,229	42,000
Other	0	0	0	0
Operating Subtotal	\$319,668	\$347,208	\$355,546	\$347,615
Division Total	\$1,076,192	\$1,166,908	\$1,175,246	\$1,104,352

	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Source of Division Funds				
<i>Departmental Revenue</i>				
Miscellaneous (350)	500	1,000	1,000	1,545
Subtotal	\$500	\$1,000	\$1,000	\$1,545
<i>Fund Contribution</i>				
General Fund (110)	1,075,492	1,165,908	1,174,246	1,102,807
Special Activities (350)	200	0	0	0
Subtotal	\$1,075,692	\$1,165,908	\$1,174,246	\$1,102,807
Division Total	\$1,076,192	\$1,166,908	\$1,175,246	\$1,104,352

	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Staffing Summary by Cost Center (FTEs)				
<i>Regular</i>				
Management / Support	3.5	3.5	3.5	3.0
Public Safety				
Communications	6.0	6.0	6.0	7.0
Dispatch Property / Evidence Function				
Victim Advocate	1.0	1.0	1.0	0.0
Regular Subtotal	10.5	10.5	10.5	10.0
<i>Temporary</i>				
Management / Support	0.8	1.0	1.0	1.0
Temporary Subtotal	0.8	1.0	1.0	1.0
Division Total	11.3	11.5	11.5	11.0

Department of Police

Division: Administrative Services Bureau

Division Purpose:

The Administrative Services Bureau provides the department with proper communications technology to ensure officer safety and the technical services required to allow employees to perform their duties in an efficient and effective manner. The Bureau includes public safety communications, monitoring citywide alarm system, records retention, fiscal management, property/evidence control, warrant control, and Homeland Security.

Significant Changes:

Adopted FY08 to Estimated Actual FY08

In January 2008 the civilian Bureau Commander retired. As a result of department wide reorganization a Police Captain became the Bureau Commander. The victim advocate position was moved to the Office of the Chief of Police and the Records Clerk Position was moved to the Neighborhood Services Division. Accreditation Management was placed under a Lieutenant in the Field Services Bureau. Homeland Security was placed under the Police Captain in Administrative Services.

Estimated Actual FY08 to Adopted FY09

One new Dispatcher was added to support the workload increases associated with the expanding police operations. This position will provide adequate work rotations without the use of overtime or undue impact on routine communications center operations due to staffing.

Cost Center: Management and Support

Objectives:

- To participate in regional and local emergency preparedness meetings, exercises, drills, and grant applications 8
- To conduct internal emergency preparedness meetings and training exercises 8

Performance Measures:

	Actual FY07	Target FY08	Est. Act. FY08	Target FY09
Percent of work time spent on homeland security projects and meetings	20%	25%	35%	35%

Regular Positions:

Position Title	Adopted FY07	Adopted FY08	Adopted FY09
Bureau Commander (Captain)	1.0	1.0	1.0
Records Management Clerk	1.0	1.0	0.0
Equipment and Budget Coordinator	1.0	1.0	1.0
Secretary I	0.5	0.5	1.0
Cost Center Total	3.5	3.5	3.0

Cost Center: Public Safety Communications Dispatch Property / Evidence Function

Objectives:

- Process and enter each warrant into the State computer system within 72 hours. The department receives approximately 40 criminal/traffic arrest warrants from the court each month. Entering the warrants into the State computer system is a public safety issue for police officers who may encounter wanted persons on the street 8
- Validate each warrant within 90 days after initial entry and then annually. The State requires that agencies validate warrants that have been entered into the State computer system. This requires the Public Safety Communications Dispatcher to re-run all of the computer checks on the subject and make any updates as needed
- Expediently log each after hour contact for emergency situations (such as trees down, traffic lights out, electrical wires down) and forward the information to the appropriate department so the situation can be resolved 8

Department of Police

- Maintain the property/evidence room in a fashion that meets all State of Maryland and Commission on Accreditation for Law Enforcement Agencies standards and the property/evidence room passes all announced and unannounced inspections. The department maintains the chain of custody and processes over 550 items of property / evidence in a year 8

Workload Measures:

	Actual FY07	Estimate FY08	Est. Act. FY08	Estimate FY09
Enter 100% of warrants into State computer system within 72 hours	574 / 100%	570 / 100%	570 / 100%	550 / 100%
Complete 100% of warrant validations within 10 days of receipt from the State	398 / 100%	350 / 100%	300 / 100%	325 / 100%
Number of after hour emergency contacts made within one hour of initial notification	400	350	366	335
Process 100% of property/evidence items received within two business days	758 / 100%	725 / 100%	675 / 100%	700 / 100%

Regular Positions:

Position Title	Adopted FY07	Adopted FY08	Adopted FY09
Support Services Supervisor	1.0	1.0	1.0
Public Safety Dispatchers	5.0	5.0	6.0
Cost Center Total	6.0	6.0	7.0

Supplemental Information:

The Administrative Services Bureau is responsible through its subordinate units for public safety voice and electronic communications. This bureau also participates in regional and local emergency preparedness exercises and plans.

To assist in local emergency plans The City of Rockville Police were awarded a grant to purchase the Mobile Communications Center. The utilization of this vehicle provides on scene commanders and City Officials a platform to carry out critical government functions necessary for continuous public safety services during times of emergency.

The Mobile Communications Center is outfitted with compatible technology of our other regional public safety partners. The Mobile Communications Center can also be seen while it is assisting officers conducting Truck Inspections to ensure that Motor Vehicle Safety laws are being adhered to by trucks traveling the roadways of Rockville.

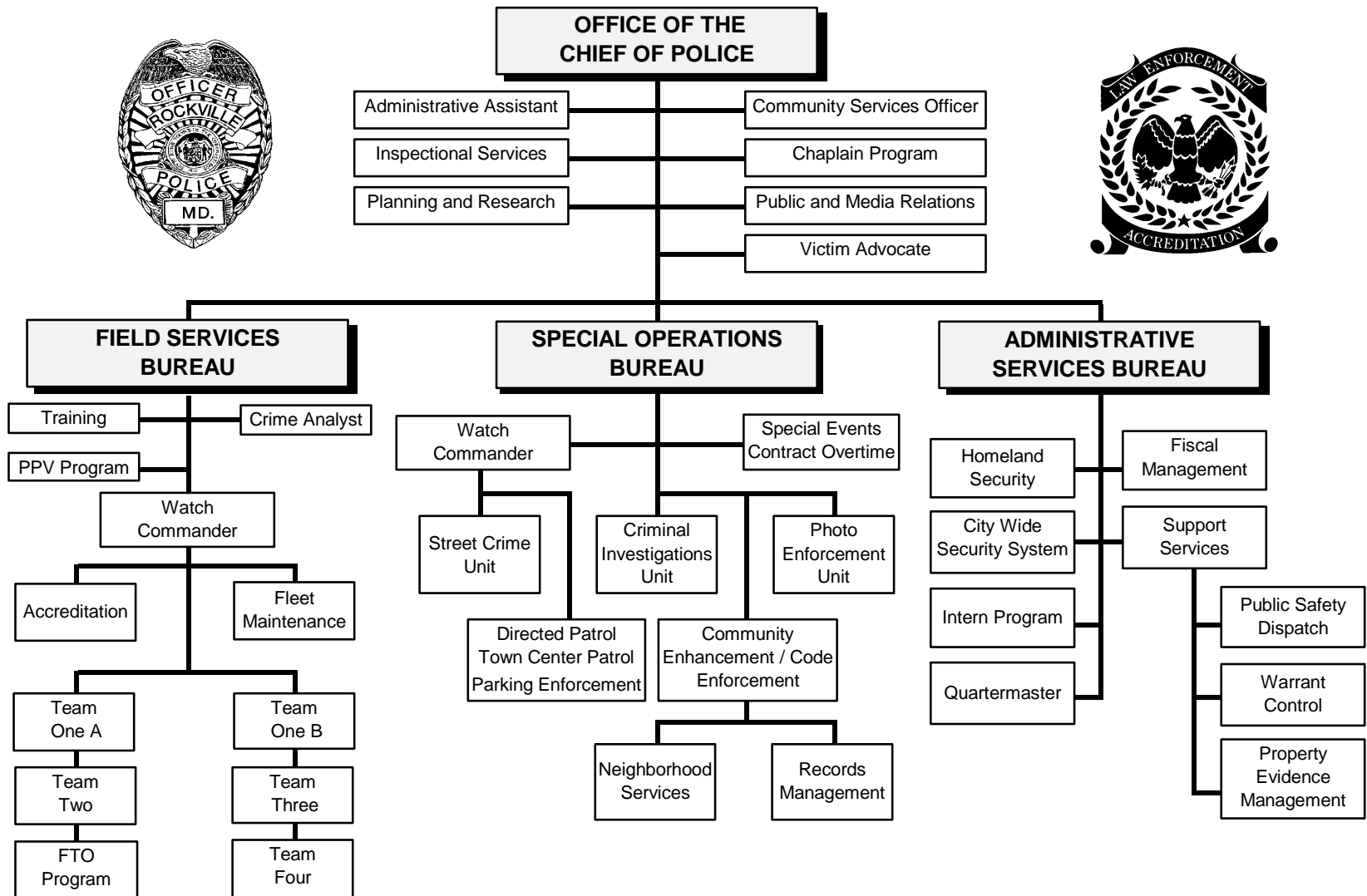


It is also seen providing a platform for Community Outreach Programs such as Child Finger printing in various Rockville neighborhoods.

The Mobile Communications Center also supports numerous Rockville Special Events such as the July 4 celebrations and Rockville Hometown Holidays event.

Department of Police

POLICE DEPARTMENT CITY OF ROCKVILLE, MARYLAND



Department of Police

Division: Special Operations Bureau

	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Division Expenditures by Cost Center				
Management & Support	243,228	263,800	263,800	356,595
Neighborhood Services	287,332	312,974	310,674	381,246
Parking Enforcement	175,904	316,352	316,352	339,287
Camera Enforcement	136,921	1,372,812	2,366,672	2,646,056
Specialty Patrol/ Investigations	1,265,723	1,388,080	1,388,280	1,452,109
Comm. Enhancement & Codes Enforcement	561,755	666,300	666,300	526,823
Division Total	\$2,670,863	\$4,320,318	\$5,312,078	\$5,702,116
	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Division Expenditures by Type				
Salary and Wages	2,020,096	2,366,100	2,366,100	2,399,822
Benefits	464,066	618,700	618,700	627,500
Overtime	84,263	126,700	130,700	137,200
Personnel Subtotal	\$2,568,425	\$3,111,500	\$3,115,500	\$3,164,522
Contractual Services	59,230	1,187,773	2,175,333	2,459,169
Commodities	24,353	21,045	21,245	75,425
Capital Outlays	18,855	0	0	0
Other	0	0	0	3,000
Operating Subtotal	\$102,438	\$1,208,818	\$2,196,578	\$2,537,594
Division Total	\$2,670,863	\$4,320,318	\$5,312,078	\$5,702,116

	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Source of Division Funds				
<i>Departmental Revenue</i>				
Animal License	24,283	22,500	22,500	22,500
Parking Meter (320)	211,565	330,000	230,000	1,248,560
Parking Violations (320)	335,722	386,000	460,000	460,000
Rental Licenses, Fees, Permits & Infractions	445,140	422,000	422,000	442,000
Redlight Camera	N/A	750,000	800,000	800,000
Speed Camera (380)	81,991	1,684,200	4,084,200	4,800,000
Subtotal	\$1,098,701	\$3,594,700	\$6,018,700	\$7,773,060
<i>Fund Contribution</i>				
General Fund (110)	1,919,477	1,937,054	1,899,814	1,786,273
Parking Fund (320)	(371,383)	(399,648)	(373,648)	(1,369,273)
Speed Camera (380)	24,068	(811,788)	(2,232,788)	(2,487,944)
Subtotal	\$1,572,162	\$725,618	(\$706,622)	(2,070,944)
Division Total	\$2,670,863	\$4,320,318	\$5,312,078	\$5,702,116
	Actual FY07	Adopted FY08	Est. Act. FY08	Adopted FY09
Staffing Summary by Cost Center(FTEs)				
<i>Regular</i>				
Management & Support	2.0	2.0	2.0	3.0
Neighborhood Services	4.0	4.0	4.0	5.0
Parking Enforcement	6.0	6.0	6.0	6.0
Camera Enforcement	4.0	4.0	4.0	4.0
Patrol / Investigations	14.0	14.0	14.0	14.0
Comm. Enhancement & Codes Enforcement	9.5	9.5	9.5	8.0
Regular Subtotal	39.5	39.5	39.5	40.0
<i>Temporary</i>				
Temporary Subtotal	0.0	0.0	0.0	0.0
Division Total	39.5	39.5	39.5	40.0

Department of Police

Division: Special Operations Bureau

Division Purpose:

The Special Operations Bureau preserves public order, protects lives and property, and reduces criminal activity through proactive patrols of hotspot areas and strict enforcement of State and City laws. The Bureau includes personnel assigned to the Criminal Investigations Unit, Directed Patrol Unit, Street Crimes Unit, Photo Enforcement Unit and the Neighborhood Services Unit. The Neighborhood Services Officers ensure that all animal control regulations are enforced. They also supplement the Directed Patrol Unit by assisting with parking enforcement and Police Department coverage during special events. The parking enforcement personnel assigned to the Directed Patrol Unit are responsible for enforcement of parking regulations throughout the City with a special emphasis on the Town Center area. They are also responsible for maintaining and enforcing the 1,500 parking meters installed throughout the City. The parking meter system is designed to assist in ensuring a consistent level of turnover of vehicles visiting local business establishments while parking in a convenient location.

The Community Enhancement and Code Enforcement Unit ensures the health and safety of occupants in residential and commercial/business properties by enforcing the City's Property Maintenance (PM) Code. This unit is responsible for enforcing the Zoning Ordinance as it pertains to residential properties, the Landlord/Tenant (L/T) Ordinance, and the City's single and multi-family rental licensing laws. The unit also issues licenses for the following business activities: Hawker/Solicitor permits, Oversized Vehicle permits, Hotel Licensing and Water Quality enforcement.

Significant Changes:

Adopted FY08 to Estimated Actual FY08

The Photo Enforcement Unit was moved to the Special Operations Bureau so that there would be closer coordination with the Directed Patrol Unit. A "lead position" was also created to assist with the daily management of the program. As the program expands, it is anticipated that this position will become a "supervisor." The unit will be expanding mobile locations and increasing the number of fixed locations. The Photo unit has made significant changes in driver behavior where it has been deployed.

Supervision of the Parking Enforcement Officers was moved from a civilian position to the supervisor of the Directed Patrol Unit. This will allow the former supervisor to perform regular enforcement activities for the new Rockville Town Square public parking garages. For FY08, the Deputy Bureau Commander (Lieutenant) was moved to the Field Services Bureau.

Estimated Actual FY08 to Adopted FY09

Additional officers will be assigned to the Criminal Investigative Unit and the Directed Patrol Unit. A Deputy Bureau Commander (Lieutenant) will also be assigned to assist in Bureau oversight and program management.

Two new Police Officers, fully funded from the Speed Camera Fund, were added to enable the department to enhance the overall Citywide effort to enforce traffic laws, target speeders, and work on pedestrian safety issues.

As the Photo Speed Program expands with additional fixed sites and expanded mobile van hours, additional resources will be added to ensure timely processing of citations. State legislation is being considered during the 2008 legislative session. It is unknown if this legislation will affect Rockville's program.

Cost Center: Management and Support

Objectives:

- Ensure adequate staffing requirements are met while maintaining fiscal responsibility of the overtime budget 8
- Ensure public safety needs are met during the 25 plus special events held throughout the year by utilizing scheduling adjustments versus overtime 8
- Ensure officers are afforded training opportunities that enhance their job skills and allow for career development 8

Performance Measures:

	Actual FY07	Target FY08	Est. Act. FY08	Target FY09
% of overtime and expenditure budget over expended at the end of the fiscal year	25% under	0%	0%	0%
Reduce the number of overtime hours used to staff special events	115 *	175	104	104

* An additional 344 hours of overtime was incurred due to special events held on City Holidays.

Department of Police

Regular Positions:

Position Title	Adopted FY07	Adopted FY08	Adopted FY09
Bureau Commander (Captain)	1.0	1.0	1.0
Deputy Bureau Commander (Lieutenant)	1.0	1.0	1.0
Supervisor of Comm. Enhancement/Code Enforcement	0.0	0.0	1.0
Cost Center Total	2.0	2.0	3.0

Cost Center: Neighborhood Services

Objectives:

- Ensure dog owners are in compliance with the City's licensing requirement, (All dogs over the age of 4 months must be licensed and vaccinated) 🐕
- Actively enforce the animal control ordinances within the City through programs such as rabies clinics and Off-Leash Certification 🐕
- Use the NSOs to educate and inform all residents on how to be responsible pet owners 🐕
- Process court date requests in a timely manner. On average, 30 persons request a court date each month to contest a parking ticket. Each request requires the coordination of a court date with the issuing officer, processing the contested ticket, forwarding information to the traffic court, and after the court hearing updating the computer records and processing any payment received

Workload Measures:

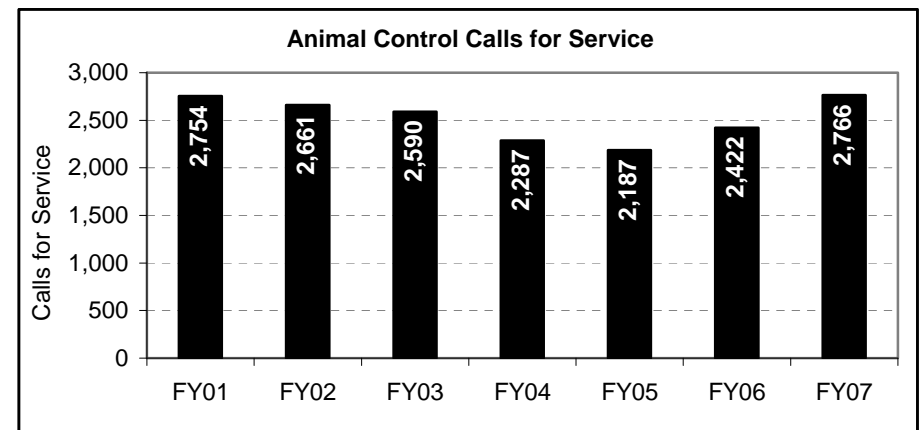
	Actual FY07	Estimate FY08	Est. Act. FY08	Estimate FY09
Total number of dogs registered	2,772	2,800	2,900	2,900
Number of dog licenses issued	1,507	1,500	1,500	1,500
Number of notices of violation issued	191	400	265	265

	Actual FY07	Estimate FY08	Est. Act. FY08	Estimate FY09
Number of warnings issued	324	390	490	490
Number of presentations and programs	16	18	22	22
Total animal review official hearings held	30	23	35	35
Number of parking ticket court date requests processed	200	250	430	600

Regular Positions:

Position Title	Adopted FY07	Adopted FY08	Adopted FY09
Neighborhood Service Officer	3.0	3.0	3.0
Secretary II	1.0	1.0	2.0
Cost Center Total	4.0	4.0	5.0

Supplemental Information:



Department of Police

Cost Center: Parking Enforcement

Objectives:

- Frequently check the residential parking permit districts for violations and take enforcement action through the issuance of parking citations
- Monitor and enforce parking meter violations throughout the City. The City has installed 1500 parking meters throughout the Town Center, N. Stonestreet Avenue, and streets around the Twinbrook Metro Center
- Proactively monitor parking throughout the city to ensure compliance with parking regulations such as fire lanes, handicapped parking and time restrictions
- Monitor and enforce the three public parking garages (964 parking spaces) in the Rockville Town Square area
- Assist the Directed Patrol Unit in various ways to help reduce costs and provide a higher level of service to the community

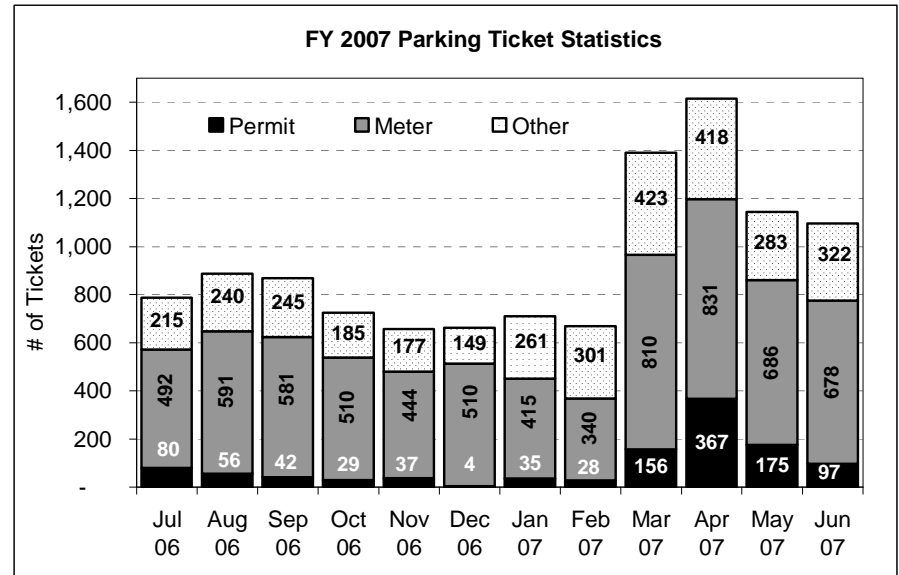
Workload Measures:

	Actual FY07	Estimate FY08	Est. Act. FY08	Estimate FY09
Number of parking permit violations issued	1,015	625	1,900	1,100
Number of parking meter citations issued	6,260	6,500	8,900	12,000
Number of miscellaneous parking citations issued	4,025	3,000	5,400	7,000

Regular Positions:

Position Title	Adopted FY07	Adopted FY08	Adopted FY09
Parking Enforcement Supervisor	1.0	1.0	0.0
Parking Enforcement Officer	2.0	2.0	3.0
Town Center Parking Enforcement Officers	3.0	3.0	3.0
Cost Center Total	6.0	6.0	6.0

Supplemental Information:



Cost Center: Camera Enforcement Programs

Objectives:

- Red Light Camera Program: Reduce the number of intersection related crashes through the issuance of digitally generated citations
- Speed Monitoring Camera Program: Reduce the number of speeding vehicles by implementing the photo speed camera program at selected sites throughout the City

Workload Measures:

	Actual FY07	Estimate FY08	Est. Act. FY08	Estimate FY09
Number of Red Light Camera citations issued	12,774	11,180	11,180	11,500
Number of Speed Camera citations issued*	N/A	100,000	100,000	120,000

* The City's Speed Camera program was started in FY08.

Department of Police

Regular Positions:

Position Title	Adopted FY07	Adopted FY08	Adopted FY09
Red Light Camera Tech (PT)	0.5	0.0	0.0
Photo Enhancement Analyst	1.0	4.0	4.0
Cost Center Total	1.5	4.0	4.0

Supplemental Information:

During FY07, the department deployed to twelve mobile sites and operated two fixed site locations. A third location (500 block of West Montgomery Avenue) has been approved by the State Highway Administration. In addition, a second mobile speed enforcement van is now operational. This allows for expanded hours of operation.

In FY08, additional sites (both mobile and fixed) will be identified. The City is also amending its contract with the speed camera vendor to add additional fixed pole cameras to the contract. With the maturity of the program, the department will reconvene the Citizen Advisory Board to identify future sites for mobile speed enforcement. In addition, the City will also identify ways to spend revenue generated by the program. The red light camera program will be adding two additional cameras, bringing the total to eleven.

A supervisory position will also need to be created to assist in the daily management of the unit and assist with statistical and analytical work that is necessary to complete reports.

Cost Center: Specialty Patrol / Investigations

Objectives:

- Responsible for complete follow-up investigation of property crimes and crimes against persons cases initially handled by Rockville City patrol officers. Examples of cases the Criminal Investigative Unit investigate are: sexual assaults (not rape), robbery (non-commercial), thefts, vandalism and burglary 8
- Reduce the number of pedestrian related incidents, speeding complaints, other traffic control device violations (i.e. stop signs) and vehicular crashes throughout the City. The Directed Patrol Unit is a specialty unit with primary responsibility for enforcing traffic regulations throughout the City through education, saturated patrols and selective enforcement. Targeted areas are both self-initiated and complaint driven



- Identify and target individuals that commit criminal activity in the City of Rockville. The Street Crimes Unit is designed to provide both high visibility and covert surveillance abilities in areas where crime adversely affects the quality of life for residents, merchants and visitors. The Street Crimes Unit typically target locations where loitering and general public nuisance complaints are received 8

Performance Measures:

	Actual FY07	Target FY08	Est. Act. FY08	Target FY09
Meet or exceed the national average of 17% for clearance of property crimes investigated	59%	50%	62%	60%
Meet or exceed the national average of 46% for clearance of crimes against persons investigated	48%	46%	53%	46%
Increase the percent of Citizen Survey respondents rating enforcement of traffic laws as "excellent" or "good" *	80%	Next Survey FY09	Next Survey FY09	85%

* The City conducts a citizen survey every other year. A survey was conducted in FY07 and the next survey will take place in FY09.

Workload Measures:

	Actual FY07	Estimate FY08	Est. Act. FY08	Estimate FY09
Number of areas targeted for selective enforcement	546	550	550	550
Maintain the number of locations selected to conduct pedestrian safety checks	45	67	67	67

Department of Police

	Actual FY07	Estimate FY08	Est. Act. FY08	Estimate FY09
Maintain the number of locations targeted for high visibility and/or covert enforcement effort	26	26	45	45
To maintain zero tolerance for controlled dangerous substances (CDS) activity through CDS arrests made for possession *	134	125	125	125
To maintain zero tolerance for CDS activity through CDS arrests made for possession with the intent to distribute *	28	25	25	25

* The number of CDS related arrests is expected to level-off as a result of the street enforcement and the reduction in the number of known CDS areas.

Regular Positions:

Position Title	Adopted FY07	Adopted FY08	Adopted FY09
Sergeant	3.0	3.0	3.0
Officer and Corporal	10.0	11.0	11.0
Cost Center Total	13.0	14.0	14.0

Cost Center: Comm. Enhancement / Code Enforcement

Objectives:

- Enhance health and public safety 🚓
- Help to preserve property values 🏠
- Reduce the number of rental properties with property maintenance issues 🏠
- Reduce the number of troubled rental properties 🚓
- Conduct proactive property maintenance enforcement 🏠
- Reduce time required to bring maintenance violation into compliance 🏠

Performance Measures:

	Actual FY07	Target FY08	Est. Act. FY08	Target FY09
Percent of properties sent a rental license within 45 days of the City receiving an application	69.2%	75%	72%	75%
Percent of property maintenance violations (grass, junk vehicles, trash) brought into compliance within 10 days	75%	80%	80%	80%
Percent of property maintenance violations (painting, repairs, trees) brought into compliance within 30 days	76%	80%	80%	80%
Increase the percent of Citizen Survey respondents rating residential property maintenance code enforcement as "excellent" or "good" *	75%	Next Survey FY09	Next Survey FY09	80%
Increase the percent of Citizen Survey respondents rating commercial property maintenance code enforcement as "excellent" or "good" *	75%	Next Survey FY09	Next Survey FY09	80%

* The City conducts a citizen survey every other year. A survey was conducted in FY07 and the next survey will take place in FY09.

Workload Measures:

	Actual FY07	Estimate FY08	Est. Act. FY08	Estimate FY09
Number of rental property inspections	1,960	1,950	1,950	2,000
Number of rental properties licensed	751	760	800	825
Number of violation notices issued to rental properties	612	600	600	625

Department of Police

	Actual FY07	Estimate FY08	Est. Act. FY08	Estimate FY09
Number of Landlord/Tenant (L/T) inquires that do not result in a formal case	2,438	2,800	2,400	2,400
Number of Landlord/Tenant inquires that result in a formal case	56	60	60	65
Landlord/Tenant cases requiring a Landlord/Tenant Commission hearing	3	4	6	8
Number of commercial property complaints received	173	155	155	150
Number of commercial property maintenance violation notices issued	71	65	65	60
Number of commercial property inspections	430	450	1,200**	475
Number of residential properties inspected (non-rental)	4,620	4,500	4,500	4,600
Number of residential complaints (non-rental)	648	650	650	675
Number of property maintenance violations issued (non-rental)	1,245	2,000	2,000	2,000
Total number of citations with fines issued	168	180	180	150
Number of cases requiring court appearances	22	40	40	35
Number of troubled properties*	13	18	18	20

* Troubled properties are defined as properties for which the City has opened three or more property maintenance cases during a one-year period (with any number and type of violations).

** A citywide survey of commercial properties was completed in fiscal year 2008

Regular Positions:

Position Title	Adopted FY07	Adopted FY08	Adopted FY09
Supervisor of Comm. Enhancement/Code Enforcement	1.0	1.0	0.0
Housing Codes Inspector	5.0	5.0	5.0
Landlord/Tenant Specialist	1.0	1.0	1.0
Commercial Property Codes Inspector	1.0	1.0	1.0
Secretary II	1.5	1.5	1.0
Cost Center Total	9.5	9.5	8.0

Supplemental Information:

All rental properties must pass an inspection for property maintenance, health and safety deficiencies every two years, prior to the issuance of a rental license. Multi family dwellings (apartments) are inspected and licensed annually.

All hawkers/solicitors need to apply for a permit to operate in the City of Rockville. All permits are for that particular event.

During the fall of 2007, the Mayor and Council adopted a City Ordinance concerning vacant and boarded properties that requires property owners to replace openings with proper doors or windows. Community Enhancement and Code Enforcement have identified properties and taken the lead in property owner education and compliance. This effort has resulted in the overall improvement of affected Rockville neighborhoods.